

NMFR Joint Finance & Personnel Committee Meeting Minutes

August 26, 2025 – 4:00 p.m.

City of Menasha – Room #132

Present: Ald. Grade, Perkins, Borchardt, Bruno, Marshall and Pollnow

Also Present: Chief Teesch, DC Krueger, Director Sassman and MA Ellis

Public: No members of the public were present.

Ald. Grade called the meeting to order at 4:00 p.m.

Approval of Minutes: The Committee reviewed the meeting minutes from July 22, 2025. **MSC Pollnow/Marshall to approve the July 22, 2025, meeting minutes, all voting aye.**

Call Summary Review: The Committee reviewed the call summary report. **MSC Pollnow/Borchardt to approve the call summary report and place on file, all voting aye.**

Training Grounds Bid: Chief Teesch noted the bids were opened at 2:00 p.m. and provided an overall summary of the total prices. Due to the time frame of the bids were opened not long before this meeting, they have not had time to go through each bid to make sure appropriate bid documents, etc. were submitted. Ald. Grade asked if we knew of any of the contractors that submitted a bid. Chief Teesch said he knows of three out of the four. The architect felt comfortable with all the vendors who submitted bids to handle this project. Discussion was held on the cost of a remodel of the station versus building brand new estimates for building a new station were 10.1 million which does not include the training grounds. Ald. Pollnow asked what the total amount was for the training tower. Chief Teesch noted the total project estimate was \$1,200,000. \$500,000 in Spirit Funds money and \$200,000 from the State of Wisconsin which leaves \$500,000 for both Cities to split per the cost distribution formula.

Discussion was held on mix and matching bids. Chief Teesch said he doesn't think this can be done but does need to ask the attorney about this. The project was sent out for bid as a package as the feeling was there could be possible savings on things like materials if one vendor was able to do both projects. It was clearly defined that the training tower could be rejected with the total bid and/or re-bid for just this project.

Ald. Grade asked who would review the bids. Chief Teesch said the architect, Neenah's City Engineer and the lawyer. Ald. Borchardt said Mayor Lang wanted a representative asked Menasha Council President and Mayor Hammond review this for equal representation on this project.

Director Sassman pointed out the least expensive bid for the training grounds but is not the least expensive for the station and said this will have to be navigated internally to make this fair for both Cities. Ald. Borchardt said there has been discretion in the past with projects that they didn't always go with the

low bid if something stood out. Ald. Pollnow noted if we pick the lowest bid for the station, and higher for the training grounds, and Neenah paid the difference it would still save Neenah money overall.

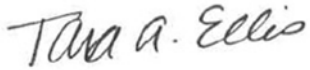
MSC Borchardt/Perkins recommends both Common Councils authorize staff to review and verify the bids received for the training grounds remodel and improvement project and contingent upon compliance with bid specifications award the project the lowest responsible and qualified bidder, all voting aye.

Report

Ald. Grade asked to look at the 4th Wednesday at 5:30 p.m. due to Ald. Perkin's work schedule. MA Ellis will ask Fire Commission if they are willing to switch dates and let the members know.

MSC Pollnow/Perkins to adjourn at 4:20 p.m., all voting aye.

Respectfully Submitted,



Tara Ellis
Management Assistant